



WOODCHURCH PARISH COUNCIL

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MINUTES 143

**Minutes of the Ordinary Parish Council meeting held in the
Memorial Hall Annexe, Woodchurch, on Thursday, 25 January 2018 at 6.30 pm**

PRESENT: Mr J West, (Chair), Mrs C Allan, Mrs G Davies, Mr A Faiers,
Mr A Hukins, (arrived 6.48), Mr N Jones and Mr P Wood

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR: Mrs A Hicks and Mr G Bradford

COUNTY COUNCILLOR: Mr M Angell

MEMBERS OF THE PUBLIC: There were 4 Members of the Public present for part of the meeting.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mr Robert Woods, (personal reasons) and Mr Spice (personal reasons).

2. DECLARATIONS OF INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Mr Jones declared a Significant Interest in Planning Application No 18/00017/AS, as he is acquainted with the applicant.

Updating of Declarations of Interest for the Code of Conduct

Councillors are reminded that they should update their Declarations of Interest with the Monitoring Officer if necessary.

To note the granting of any requests for Dispensations and the decision

No such requests received.

3. ACCEPTANCE OF MINUTES

The Minutes of the meeting held on 14 December 2017 were accepted and it was unanimously agreed that Mr West should sign them as a true record of the meeting.

Proposed Mr Faiers

Seconded Mrs Allan



4. **MEETING ADJOURNED FOR PUBLIC PARTICIPATION AND RECOVERED**

The meeting was opened to the members of the Public Present from 6.35 – 6.53 during which time a member of the public present discussed a proposal regarding the development of a property within the curtilage of their property.

A resident put forward some constructive comments regarding a planning application for a proposed development in the parish.

The Borough Councillors clarified some points regarding the application.

Residents complained about the problems with sewage in the parish.

5. **PLANNING**

Please see attached.

The Clerk reported that, unless councillors want to hold separate Planning Committee meetings, they should disband the Planning Committee and all councillors should attend any site visits or meetings regarding planning applications.

Resolution: Councillors unanimously agreed to disband the Planning Committee.

Proposed: Mr Hukins

Seconded Mr Faiers

Following a discussion on planning matters during the Public Interval, councillors agreed to invite a representative of Southern Water to a future meeting.

6. **VILLAGE MATTERS**

Extension of Village Green

Nothing to report.

Registration of Village Green

A packet of Deeds has been requested from the County Archives and the cheque and application form will be sent so that they can be released.

Mr Jones and The Clerk went to see the Solicitor and following this meeting, Mr Jones and Mr West have sent in all the necessary paperwork to allow the registration to be progressed. Mr Jones was authorised to sign the Statutory Declaration.

The Green has to be accurately measured out and Mr Jones will ask Mr Copland to do it.

To date we have spent approximately £600 on this project.

Woodchurch in Bloom

The Committee will attend the February meeting.

7. **MATTERS ARISING**

There were no Matters Arising.

8. ACCOUNTS AND OTHER GENERAL COUNCIL BUSINESS

Earmarked Funds

	Balance 23.11.17
Election/Standards Committee	5000.00
Wildflower Meadow	8095.00
Maintenance of War Memorial	233.02
Play Area/CEE	1189.31
Village Trees	810.00
General Reserves	7325.74
	22653.07

Bank Reconciliation as at last Bank Statement

Account Balance		Balance at Bank	
Opening Balance	45479.17	Money Manager Account	52754.05
		Plus uncleared receipts	1200.00
			53954.05
Plus Receipts	33518.75	Less uncleared cheques	3223.05
	78997.92		50731.00
Less Payments	28216.92	Plus Community Account	50.00
	50781.00		50781.00
Less Earmarked Funds	22635.07	Less Earmarked Funds	22635.07
AVAILABLE FUNDS	28145.93	AVAILABLE FUNDS	28145.93

Cheque no 1102 was drawn on 9 January 2018, in payment of the invoice from Mr J Munday, for repairs to the bus shelter. This is a contra payment – a cheque for £1200 was received from LV Insurance and paid into the Parish Council account. Councillors unanimously agreed payment.

Accounts to be Paid

PAYEE	CHQ NO	NET £	VAT £	GROSS £	DETAILS
Mrs J Batt	1103	570.95		570.95	Salary and Expenses
Mr D Jarvis	1104	270.33		270.33	Salary
KALC	1105	30.00	6.00	36.00	GDPR Workshop
CST Ltd	1106	500.31	100.06	600.37	Grounds Maintenance
KCC (Archives)	1107	10.21	2.04	12.25	Deeds
Mr J West	1108	13.33	2.67	16.00	Get Well Gift and Card
WMH	1109	15.00		15.00	Rent
J Munday	1110	240.00		240.00	VAT Element on LV Insurance
D Grabham	1111	140.00		140.00	Green Maintenance

Proposed: Mr Wood Seconded: Mr Hukins

Confirmation of Submission of Precept for 2018/2019

The Precept Request was submitted and confirmation of receipt received from ABC.

**Data Protection**

The Clerk reported on her understanding of the council's position regarding Data Protection.

Mr Jones and Mr Wood offered to help with sorting through the documents that have been archived in the filing cabinets.

The advice from KALC is that the council should purchase its own computer, and this was unanimously agreed.

Proposed Mr Faiers Seconded Mr Wood

Bank Mandate

The bank refused to accept the mandate when it was taken into the bank by a member of the council, as it was incomplete. The Clerk will arrange for it to be completed and taken back to the bank.

Website, Newsletter and Transparency

Nothing to report.

Risk Assessment

The next Risk Assessment is due in March. The Clerk will send the checklist to the councillor responsible.

Update on KALC Meeting

Mr Wood updated councillors. Items discussed included a proposed change to the annual Parish Forum and planning issues. The minutes of the meeting are forwarded on to councillors.

Concern regarding Lorries on Local Roads

Deferred to next meeting.

Drainage problems in Back Lane

Southern Water has discovered the source of the problem and is going to talk to the property owner concerned.

Royal British Legion – Commemoration of the end of World War I

The Group will attend the February meeting.

Purchase of Litter Bin Liners

Resolution: Councillors unanimously agreed to purchase one replacement liner for the bin at Engine Alley at a cost of £120.

Proposer Mr Jones Seconded Mrs Allan

9. **CORRESPONDENCE/EMAIL CORRESPONDENCE**

Clerk and Councils Direct

HMRC

The Pension Regulator

Hallett & Co
ABC Notice of Submission and Examination of Ashford Local Plan
CCLA re Signatories on Sir Edward Hales Account
BBC re Flog IT
Clerk and Councils Direct
Mr J Sargeant re football club
Woodchurch Memorial Hall Committee – Current Letting and Booking Conditions –
Councillor authorised the Clerk to sign

EMAIL CORRESPONDENCE – All emails are forwarded to all councillors

Councillors did not bring any emails to the attention of the meeting.

10. HIGHWAY ISSUES/PROW ISSUES

Highways

Multiple potholes outside of 34 Front Road
Multiple potholes outside of 63 Front Road
Subsidence outside of 64 Lower Road
Subsidence along Shadoxhurst to Woodchurch Road
Light on corner of entrance to Village Hall Car Park

Public Rights of Way

Nothing to report.

11. ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Tennis court lights

12. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

A councillor has received a complaint about the rubbish in the Six Bells Car Park.

The next meeting will be held on Thursday 22 February 2018.

There being no further business the meeting closed at 19.42 pm

22/2/18

..... Dated



WOODCHURCH PARISH COUNCIL PLANNING APPLICATION RECORD

2018

JANUARY 2018

17/01775/AS Tylers, Woodend, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QU
Erection of a side porch and a detached garage
Parish Council: No Comment

17/01808/AS 10 Brattle, Woodchurch, Ashford, Kent TN26 3SW
Erection of a two-storey rear extension
Parish Council: Support

17/01913/AS Land between 82-120 Front Road, Woodchurch
Erection of 10 no. two storey dwellings together with access, parking, landscaping and ancillary works
Parish Council: Commenting
We agree in principle to the development of this site but not 10 houses as this number is in contravention of the emerging local plan which states 8 houses - Policy S40.

The issues with the sewage must be addressed before the development is permitted.

We agree to the size and design of the houses as shown on the application, provided it is 8 not 10 houses

The Parish Council would like assurance that they will be consulted before the houses are allocated, if the houses are to be rented.

Is this going to be determined prior to the Planning Inspector giving his decision on the local plan.

The Design and Access Statement needs to be reworded to read social rented housing, before the application is determined rather than no affordable housing.

The above will be sent to all councillors for their comments before being submitted to ABC.

17/01932/AS The Quest, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QR
Proposed replacement dwelling
Parish Council: Support



18/00017/AS Shamwari, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QS
Demolition of existing outbuilding. Replacement outbuilding to create holiday let accommodation. Detached carport/secure store
Parish Council: Support

Decision Notices received from ABC

16/00372/AS 27 Shirkoak Park, Woodchurch, Ashford, Kent TN26 3RP
Single storey rear extension
Borough Council: No application showing on website

16/01758/AS Woodchurch House, Brook Street, Woodchurch, Ashford, Kent, TN26 3SN
Erection of a two and a half storey building comprising 22 care suites, communal area, and care office and additional parking (resubmission of 15/01568/AS)
Borough Council: Permit

17/00701/AS Hornbrook Oast, Appledore Road, Woodchurch, Kent TN26 3TJ
Removal of conservatory and extension to roundel to reinstate roundel form and single storey extension to west/northwest and erection of new attached garage
Borough Council: Permit

17/1609/AS Eleven Acre Shaw, Redbrook Street, Woodchurch, Kent
Prior notification of the change of use of an existing light industrial building (B8) to provide a single residential dwelling (C3).
Borough Council: Prior Approval Refused

17/01664/AS Park Farm House, Kirkwood, Woodchurch, Ashford, Kent TN26 3SE7
Like for like replacement of existing roof
Borough Council: Grant Consent

17/01683/AS 27 Lower Road, Woodchurch, Ashford, Kent TH26 3SQ
New access and dropped kerb to front of dwelling
Borough Council: Permit

17/01705/AS Woodchurch Wine Estate, Susans Hill, Woodchurch, Ashford Kent TN26 3RE
Erection of a dwelling and car/tractor port with associated parking, access and garden
Borough Council: Refuse

17/01706/AS Agricultural Barn at New Barn Farm, Bethersden Road, Woodchurch, Kent
Prior approval for change of use of agricultural barn to a dwelling and land within its curtilage and associated operational development
Borough Council: Prior Approval Refused

17/01723/AS Storage Building at, Avoca, Bethersden Road, Woodchurch, Kent
Prior approval for proposed change of use of a storage building into three residential units (Use Class C3)
Borough Council: Prior Approval Refused



17/01725/AS Office Building at, Avoca, Bethersden Road, Woodchurch, Kent
Prior approval for the proposed change of use of an office building into a
Borough Council: Prior Approval Refused

17/01743/AS Garth End, Redbrook Street, Woodchurch, Ashford, Kent TN26 3QS
Prior approval for change of use from agricultural barn and any land within it curtilage
to 2 no dwelling houses and associated operational development (revision to prior
approvals granted under applications 16/00862/AS and 16/01703/AS)
Borough Council: Withdrawn by Applicant